

Volunteer Applicant FAQ:

When will I be contacted?

Applicants are contacted shortly after submitting the application if we feel they may be a good volunteer candidate.

What is the minimum age requirement?

You must be at least 16 years of age. A youth release form must be signed by your parent/guardian if you are under the age of 18.

What do volunteers do?

- Socialize animals
- Walk dogs
- Adoption counseling
- Administrative assistance (for example, making adoption packets)
- Clean – when necessary
- Feed and water animals when necessary

What are your hours?

Monday-Sunday, 8-4 and Wednesdays until 8:00PM

What hours do you need volunteers?

Monday-Sunday, 9:30ish – 4:00 and Wednesdays until 8:00PM

What is the next step?

An interview and tour will be scheduled.

Are you a no-kill shelter?

No, a no-kill shelter has a closed-door policy. We accept all animals that come from the City of Boston. Not all animals are suitable for adoption. We house dangerous animals that will not go up for adoption. We also quarantine animals here after bite incidents. Animals that show any sign of aggression are not suitable for adoption.

We do our very best to adopt out good pets or have them transferred to other shelters. However, euthanasia is sometimes a necessity.



THOMAS M. MENINO
Mayor

City of Boston Animal Control: Animal Shelter & Adoption Center
Volunteer Application

As a BACSAC volunteer, you will be able to assist the shelter in the day-to-day duties that are necessary to provide the animals with proper food, shelter and attention. We like to make the animals as comfortable as possible in this temporary home and value the help given by our volunteer team.

If you are accepted, you will be working primarily with animals that are up for adoption. You will not be allowed to handle any dangerous animals (both wild and domestic) at any time.

The duties and responsibilities of a volunteer may include the following:

- Walking dogs
- Socializing and spending time with animals
- Laundry
- Cleaning
- General office work
- Assisting in adoption promotion events

Volunteer Profile

* Name: _____

Date of birth: _____ Are you 16 or older? _____

Home address: _____

Daytime phone #: _____ Evening phone #: _____

E-mail address: _____

Occupation: _____ Employer: _____

Social security #: _____ License #: _____

* Legal guardian (necessary if under the age of 18): _____

Relationship: _____

Daytime phone #: _____ Evening phone #: _____

Address: _____

* In case of emergency, please notify:

1. Name: _____ Relationship: _____

Daytime phone #: _____ Evening phone #: _____

Address: _____

2. Name: _____ Relationship: _____

Daytime phone #: _____ Evening phone #: _____

Address: _____

* Allergies: _____

Skills & Experience

* Have you done any other volunteer work? _____

Where? _____

When? _____

Responsibilities: _____

* Have you had any training or education in pet care or animal welfare? _____

Where? _____

When? _____

Availability

* When are you available to volunteer?

Monday ____to____ Tuesday ____to____

Wednesday ____to____ Thursday ____to____

Friday ____to____ Saturday ____to____ Sunday ____to____

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Office use only:

Call Date: _____

Call Date: _____

Interview Date: _____

Start Date: _____

Active _____ Inactive _____

Volunteer Questionnaire

Date: _____ Applicant: _____

- Have you ever worked/volunteered in an animal shelter before? _____

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- How did you hear about the Boston Animal Shelter? _____

- Why do you want to volunteer with an animal shelter? _____

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- Are you aware that this Boston is not a No-Kill shelter? _____

- What are your opinions about euthanization? _____

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-
- Do you currently own any pets? What types of animals? _____

-
- Where did you get these pets? _____

- Are they all vaccinated and licensed? Spayed/Neutered?

-
- Do you prefer to socialize with a particular type of animal?

-
- Are you afraid of any particular types of animals? _____

- How do you feel about cleaning up after the animals?

- Do you think that you can handle a strong dog if he is pulling you?

- Would you be interested in assisting the office staff with clerical and cleaning duties such as making adoption packets and mopping the floor?

- Would you be interested in assisting with Pet Adoption Days and other events during the weekends?

- What are your opinions regarding spaying and neutering? Please explain.



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City of Boston Animal Control: Animal Shelter & Adoption Center (BACSAC)
Volunteer Waiver

The BACSAC feels it is important to have a tetanus vaccination before joining the volunteer team. To emphasize that importance, we ask you to read and sign the following waiver.

- I understand that because I handle animals, it is important to discuss being vaccinated against tetanus with my physician.
- I release the BACSAC from all responsibility that may occur because of my not pursuing this matter further, and I understand whatever decision I make is my own risk.
- I have read, understand, and agreed to the above.

Volunteer Signature _____ Date _____

I understand that the behavior of animals is sometimes unpredictable and that some animals are capable of inflicting serious personal injury or death, as well as extensive property damage. Knowing the risks of handling animals, I agree to assume those risks and to release, indemnify and hold harmless the BACSAC and City of Boston, and/or its officers, directors, employees, agents or contractors, for any and all personal injury and property damages resulting from my volunteer work.

Volunteer Signature _____ Date _____



THOMAS M. MENINO
Mayor

City of Boston Animal Control: Animal Shelter & Adoption Center (BACSAC)
Volunteer Contract

This is a contract between _____ and the City of Boston, Animal Control. If accepted as a Boston Animal Shelter volunteer, I herein promise and agree to the following conditions:

- I will abide by BACSAC policies and procedures.
- I agree to be supervised by the BACSAC managers/Animal Control Officers and to report any problems that may arise.
- I agree to hold as confidential all information that I may obtain, directly or indirectly, concerning clients and staff. I agree not to seek to obtain confidential information from a client. I understand that an intentional or unintentional violation of confidentiality may result in disciplinary action, including termination by the City of Boston and/or possible legal action by others (i.e., clients, customers.)
- I agree to be available to volunteer 4-6 hours a month for a minimum of six months.
- I agree to donate my services to the organization without contemplation of compensation or future employment.
- I agree to arrive on time and call a manager at the shelter if I cannot fulfill my duties at that time.
- I agree to maintain appropriate attire and maintain a well-groomed appearance.
- I authorize the BACSAC to seek emergency medical treatment for me in case of an accident, injury or illness.
- I agree to handle only the animals that are assigned to me and understand that I will not be permitted to enter areas that may house animals that are known to be dangerous.
- I agree to enter only the Adoption Center and administrative areas of the shelter unless otherwise instructed.
- I understand that vicious and dangerous animals are housed at the BACSAC. These animals will not be kept in the adoption section of the shelter but may be walked around other areas of the shelter such as the intake area or doctor's office.
- I understand that some of these dangerous animals are being held at the shelter for quarantines resulting from animal bites or attacks.
- I agree to take the proper precautions to prevent the spread of disease from animal to animal and will abide by the shelter procedures.

Parental Consent is mandatory if you are under the age of 18.

Signature: _____ Name (please print): _____

Date: _____

Parent/Legal Guardian Signature _____ Date _____